



## PROGRESS MEETING AGENDA

RE: New Spencer Co. Elementary  
BG No. 15-310  
S-C-B Project No. 1257

DATE: November 17, 2015, 10:00 a.m.

## CONTRACT AMOUNT AND TIME

Original Contract Amount	\$11,525,700.00
Change Orders to Date: 3	\$38,063.00
Present Contract Amount	\$11,563,763.00
Current Percent Complete	40%

Contract Date: April 25, 2016  
Substantial Completion: July 1, 2017  
Final Completion: July 31, 2017

### 1 Schedule

- A. Work Completed in Past 30 Days
  - 1. Morel reported the following:
    - a.

- B. Anticipated Work for Next 30 Days
  - 1. Morel reported the following:
    - a.

### 2. Shop Drawings

- A. Shop Drawings from Contractor to Architect/Engineer
  - 1. Discuss critical shop drawings.
- B. Color Selections
  - ✓ 1. All Color Samples shall be submitted prior to any selections.
  - 2. Brick colors have been finalized.

\* Communicate well  
in advance on  
behalf of BOE.

3. Operation & Maintenance Manuals

- A. These shall be submitted prior to Owner training, reviewed and approved by the Architect and Engineer.

4. Deliveries

- A. Discuss delivery concerns.

5. Outages

- A. Discuss any outages.

6. Items Delaying the Project or Possible Delays

- A. Discuss any potential delays.

7. Time Extensions

- A. Discuss time extensions.
- B. Morel has submitted a request for 3 additional days for September. A total of 11 requested days have been submitted to date.

8. ASI's / RFI's

- A. There have been 11 ASIs to date, no new ASI since last meeting.
- B. Review outstanding RFIs.

9. Proposal Requests

- A. Proposal Request No. 1 was issued to provide sanitary and storm connections to Alternate No.5 Classrooms. Price submitted is \$8,845.40. The Design team has reviewed this price and recommends acceptance.

10. Change Orders

- A. No new change order since last meeting.

11. Pay Requests

- A. Pay Application No. 6 has been to the Owner at today's meeting.

12. Record Drawings

- A. The Contractor is reminded to maintain record drawings on site. All deviations from plans and uncharted utilities encountered shall be documented on the as-builts.

13. Daily Clean-up

- A. Discuss status of clean up

14. New Business

A. Owner Comments

1.

2.

3.

B. General Contractor Comments

1.

2.

3.

C. Subcontractors' Comments

1.

2.

3.

D. Architect / Engineer Comments

1.

2.

3.

15. Next Meeting Date

- A. The next progress meeting will be held on December 15, 2016 at 10:00 a.m. at the job site.